



**AGENDA**  
Meeting of the  
**BOARD OF DIRECTORS**  
of the  
**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**  
A Public Agency

**Tuesday, March 29, 2005**  
**8:30 AM**

**Santa Barbara MTD Auditorium**  
550 Olive Street, Santa Barbara, CA 93101

- 1. CALL TO ORDER**
- 2. ROLL CALL OF THE BOARD OF DIRECTORS**  
Chair John Britton; Vice Chair Olivia Rodriguez; Secretary Brian Fahnestock; Director David Davis and Director Logan Green
- 3. REPORT REGARDING POSTING OF AGENDA**

**CONSENT CALENDAR**

- 4. APPROVAL OF PRIOR MINUTES (ATTACHMENT- ACTION MAY BE TAKEN)**  
The Board will be asked to waive the reading of and approve the minutes for the meeting of March 2, 2005.  
  
The Board will be asked to waive the reading of and approve the minutes for the meeting of March 18, 2005.
- 5. CASH REPORT (ATTACHMENT- ACTION MAY BE TAKEN)**  
The Board will be asked to review the cash report from March 8, 2005 through March 21, 2005.

**THIS CONCLUDES THE CONSENT CALENDAR**

- 6. PUBLIC COMMENT**  
Members of the public may address the Board on items within the jurisdiction of the Board that are not scheduled for public hearing. The time allotted per speaker will be at the discretion of the Board Chair. If you wish to address the Board under this item number, please complete and deliver to the MTD Board Clerk **before the meeting is convened**, a "Request to Speak" form including a description of the subject you wish to address.
- 7. PASS NOMENCLATURE (ATTACHMENT- NO ACTION WILL BE TAKEN)**  
The Board will enter into a discussion regarding the possible change of nomenclature of the passes for persons with disabilities.

**8. AGREEMENT FOR THE DISPOSAL OF HAZARDOUS AND NON-HAZARDOUS WASTE AT CALLE REAL SITE (ATTACHMENT- ACTION MAY BE TAKEN)**

The Board will be asked to authorize the General Manager to enter into an agreement with Onyx Environmental Services, per MTD staff recommendations.

**9. AGREEMENT FOR THIRD PARTY ADMINISTRATOR FOR WORKERS' COMPENSATION CLAIMS ADMINISTRATION (ATTACHMENT- ACTION MAY BE TAKEN)**

The Board will be asked to authorize the General Manager to enter into an agreement with Workers' Compensation Administrators, LLC (WCA), per MTD staff recommendations.

**10. MTD BOARD OF DIRECTOR COMMITTEES (ACTION MAY BE TAKEN)**

The Board will determine representation on various Board Committees.

**11. GENERAL MANAGER REPORT**

- a) Meetings compensation for MTD Board of Directors
- b) Board workshop agenda review- Handout
- c) Perception Study- Handout (Presenter- David Damiano, Manager of Transit Development and Community Relations)
- d) Valley Express update
- e) Ni-cad batteries
- f) Commuter bus and railway
- g) Other

**12. OTHER BUSINESS AND COMMITTEE REPORTS**

The Board will report on related public transit issues and committee meetings.

**13. RECESS TO CLOSED SESSION-CLAIM REVIEW (MARYLINA MOBLEY)**

The Board will meet in closed session pursuant to Government Code §54956.9, conference with legal counsel (Anticipated Litigation) to discuss significant exposure of litigation between: Marylina Mobley vs. MTD.

**14. RECESS TO CLOSED SESSION-CALLE REAL**

The Board will meet in closed session pursuant to Government Code §54956.8, conference with real property negotiators regarding the MTD Calle Real Property, APN's Book 59, Page 14, Parcels 4, 5 & 6, and Book 67, Page 23, Parcel 6, concerning price and terms of payment; agency negotiators Doug Large and Bob Andrews; other negotiation parties: Housing Authority of County of Santa Barbara, Martin Farrell Homes, and Investec Capital, Inc.

**15. ADJOURNMENT**

**AMERICANS WITH DISABILITIES ACT:** If you need special assistance to participate in this meeting, please contact the MTD Administrative Office at 963-3364 at least **48 hours in advance** of the meeting to allow time for MTD to attempt a reasonable accommodation.



## **MINUTES**

Meeting of the  
**BOARD OF DIRECTORS**  
of the  
**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**  
A Public Agency

**Wednesday, March 02, 2005**  
**5:30 PM**

**TELEVISED (City TV Channel 18)**

**Santa Barbara MTD Auditorium**  
550 Olive Street, Santa Barbara, CA 93101

### **DIRECTORS PRESENT:**

John Britton, Chair, Brian Fahnestock, Secretary, Lee Moldaver, Director,  
David Davis, Director

### **DIRECTOR NOT PRESENT:**

Olivia Rodriguez, Vice Chair

### **MTD EMPLOYEES PRESENT:**

Sherrie Fisher, General Manager, Tiara Lakey, Executive Assistant to the Board and General Manager, Jerry Estrada, Assistant General Manager/Controller, David Damiano, Manager of Transit Development and Community Relations, Paul Tumbleson, Manager of Passenger Facilities, Jill Grisham, H.R. & Risk Administrator, Nick Di Napoli, Graphic Design, Jose Bautista, Utility, Diana Bautista, Accounting Clerk, Imelda Martin, Receptionist, Liz Hasch, Manager of Accounting, Mike Cardona, Acting Manager of Maintenance, Dave Morse, Superintendent of Operations, Gary Johns, Manager of Operations, Jim Haggerty, Quality Assurance Manager, Tom Sheldon, IT Network Administrator, John Andoh, Transit Planning Analyst

### **OTHERS PRESENT:**

Logan Green, MTD Board Member City of Santa Barbara Appointee (effective 3/7/05), Dan Secord M.D., Finance Committee Chair City of Santa Barbara, Browning Allen, Transportation Manager City of Santa Barbara, Grant House, President Coalition for Sustainable Transportation (COAST), Sandy and Jill Tumbleson, Carmen Bautista, Steve Musick

### **1. CALL TO ORDER**

Chair Britton called the meeting to order at 5:30 PM and reminded the Board members and the public that this would be a televised meeting.

### **2. ROLL CALL OF THE BOARD OF DIRECTORS**

Chair Britton noted that all members were present, with the exception of Director Rodriguez who would not be present at tonight's meeting.

**3. REPORT REGARDING POSTING OF AGENDA**

The General Manager reported that the agenda for this meeting was posted at the MTD administrative headquarters, on the MTD website and mailed to the media of general circulation.

**CEREMONIAL ITEMS**

**4. PROCLAMATION- RETIRING BOARD MEMBER, DIRECTOR LEE MOLDAVER**

The Board honored retiring Board member, Lee Moldaver for his 20 (combined) years of service to MTD and the community. The General Manager then invited the public to attend an upcoming BBQ that would be held in Director Moldaver's honor on Tuesday, March 8, 2005, on MTD's patio at noon. Chair Britton then presented Director Moldaver with a certificate of Congressional Recognition, signed by Congresswoman Lois Capps for "Outstanding and Invaluable Service to the Community". Director Moldaver thanked the Board, the General Manager, MTD employees and the community for making MTD such a great organization. Director Moldaver closed by saying that he has enjoyed watching Ms. Fisher over the past years, from her start as a bus driver to the position of MTD's General Manager.

**5. INTRODUCTION/WELCOME- LOGAN GREEN, BOARD MEMBER APPOINTEE**

The Board welcomed the City of Santa Barbara's recently appointed (effective 3/7/05) MTD Board member, Logan Green. Mr. Green addressed the Board and stated as a bus rider and bicyclist that he looks forward to bringing his perspective to the Board.

**6. MILPAS STREET BUS STOP/SHELTER**

David Damiano, Manager of Transit Development and Community Relations updated the Board on plaques of recognition and thanks that will be placed at the bus shelter located at Milpas Street (in front of Trader Joe's). Mr. Damiano added that MTD had received contributions for this much needed shelter from COAST (in the form of a "Community Development Block" grant), the City of Santa Barbara, Santa Barbara Beautiful and a private donation by Barry and Martha Siegel.

**7. EMPLOYEE SPOTLIGHT**

The Board honored MTD employees, Diana Bautista, Accounting Clerk (MTD spotlight employee for Oct-Dec 2004) and Paul Tumbleson, Manager of Passenger Facilities (MTD spotlight employee for Jan-Mar 2005) for their outstanding performance. Ms. Bautista's parents, Jose and Carmen Bautista were both present and it was noted that Mr. Bautista has been an MTD employee in the maintenance department for almost 24 years. Mr. Tumbleson's wife Jill and his mother Sandy accompanied him.

Mike Cardona, Acting Manager of Maintenance was honored for his "Local Hero" award that was given to him by the *Santa Barbara Independent*. Mr. Cardona was chosen for his service and dedication to the community by providing safe buses for its passengers and was featured in the November 25-December 2, 2004, issue of the *Santa Barbara Independent*. The General Manager announced that this article had since been framed and will hang proudly at MTD headquarters.

At this time the Board invited Mr. Bautista forward to join Mr. Cardona, where he, Mr. Cardona and other members of the maintenance department, who were not present (Robert Le Count, Mechanic, Devrin Manker, Mechanic, Tim Cardona, Mechanic, Alan Witcher, Trainer and Juan Perez, Parts Clerk) were thanked for their extraordinary effort's to prepare the retired, surplus buses for use by South Coast Area Transit (SCAT). These buses were loaned to SCAT after their Compressed Natural Gas (CNG) line was damaged by a mudslide, which left them without fuel for their fleet. Mr. Estrada was also thanked, for his assistance with the administration end of this effort.

## **THIS CONCLUDED THE CEREMONIAL ITEMS**

### **CONSENT CALENDAR**

#### **8. APPROVAL OF PRIOR MINUTES**

Director Davis moved to waive the reading of and approve the minutes for the Board meeting of February 15, 2005. Director Moldaver seconded the motion. The motion passed unanimously.

#### **9. CASH REPORT**

Director Moldaver moved to approve the cash report from February 8, 2005, through February 21, 2005. Director Fahnestock seconded the motion. Director Davis asked if the Finance Committee had reviewed this cash report and Chair Britton stated that they had. The motion passed unanimously.

## **THIS CONCLUDED THE CONSENT CALENDAR**

#### **10. PUBLIC COMMENT**

Grant House, President Coalition for Sustainable Transportation (COAST) thanked MTD's Board and employees for their outreach and support to the community during the recent storms, which caused freeway/road closures. Mr. House stated that he was also impressed by MTD's recent emergency assistance to SCAT.

Steve Musick spoke regarding the following agenda items #'s: 13, 14, and 15. During his comments to item #15, Mr. Musick stated that he had some information for the Property Committee about Calle Real. The General Manager then reported to the Board that Tiara Lakey, Executive Assistant to the Board and the General had tried to arrange a meeting with Mr. Musick after his last report regarding Calle Real, but had not heard back from him. Director Moldaver responded to Mr. Musick's comments by stating that MTD Board members had not previously responded to Mr. Musick's concerns regarding Calle Real due to the fact that this topic has been a closed session item. Mr. Moldaver reassured Mr. Musick that all laws are being followed and public safeguards are in place. A meeting of the Property Committee will be scheduled to discuss these concerns with Mr. Musick.

#### **11. FISCAL YEAR 04-05 BUDGET REVISIONS**

Jerry Estrada, Assistant General Manager/Controller reviewed the budget revisions for fiscal year 2004-2005 with the Board and requested that the Board authorize staff's recommended revisions and adjustments. Director Moldaver moved to adopt the revised 2004-2005 budget revisions. Director Davis seconded the motion. The motion passed unanimously.

**12. DRAFT FISCAL YEAR 05-06 BUDGET**

The General Manager and Mr. Estrada reviewed the draft budget for fiscal year 2005-2006 with the Board. The General Manager explained that this draft is being presented to the Board early, to seek their input and guidance before the final budget is presented. The Board complimented Mr. Estrada on a user-friendly draft budget and for bringing it to them early.

**INTERMISSION**

At 7:02 PM the Board took an intermission.

**RETURN FROM INTERMISSION**

At 7:07 PM the Board returned from intermission.

**13. BROOKS INSTITUTE OF PHOTOGRAPHY STUDENT PASS PROGRAM**

Mr. Estrada presented the Board a proposed student pass program with Brooks Institute of Photography. Director Davis moved to authorize the General Manager to enter into an agreement with Brooks Institute to provide their students with a pass program that is financially equivalent to and logistically similar to the SBCC, UCSB or My Ride pass programs. Director Moldaver seconded the motion. The motion passed unanimously.

**14. BUS AND RAILWAY DISCUSSION (CONTINUED FROM 2-15-05 BOD MEETING)**

The Board engaged in a discussion related to transportation solutions including rail and busways. Director Fahnestock enlightened the Board with some of his ideas and reported that he has been researching ideas for possible solutions to the traffic congestion along the 101 freeways between the Ventura and Santa Barbara.

**15. GENERAL MANAGER REPORT**

The General Manager reviewed the March 1, 2005, launch of the Valley Express service with the Board. The General Manager thanked Chair Britton, Director Moldaver and Logan Green for joining in on the inaugural trip. The General Manager added that 68 passengers were carried the first day and 70 were reported for today. Mr. Damiano then presented a slide show of pictures from the launch. Valley Express branded commuter mugs and coffee were handed out at the Solvang and Buellton stops on this day. Mr. Damiano also reviewed the Valley Express marketing plan with the Board and stated that outreach/promotion continues via the media and radio. Mr. Damiano pointed out that the Valley Express brand was created in large part by Nick Di Napoli, Graphic Designer for MTD. This brand continues to be featured throughout the Valley Express marketing campaign. The General Manager also complimented the entire marketing department (Mr. Di Napoli, Sarah Glover, Marketing Coordinator, Mr. Damiano and in absentia, Lynnette Coverly, former Manager of Marketing) for this successful ad campaign.

The Board discussed the status of Calle Real's soil remediation during public comment and the General Manager added that the house on Calle Real continues to be a problem; due to break-ins. Staff recommendations regarding possible demolition of the house will be presented to the Board at an upcoming meeting.

The General Manager reported that the application deadline for the HR & Risk Manager position was yesterday (March 1, 2005) and that she is pleased to report that many resumes were received. The General Manager added that some interviewing has begun and that she hopes to fill this position by the end of March.

Mr. Estrada reported that the UCSB Student & Faculty Pass Program, has been delayed, but not stopped due to some changes to the draft contract. The passes that will be used have been encoded and are being tested in MTD's fareboxes, with no problems reported.

The General Manager requested that the Facilities Committee meet to discuss the possibility of Easy Lift sharing space at MTD.

Mr. Estrada updated the Board on the sale & disposal of MTD's retired buses (1988-89 Villager and 1984 Gillig buses). Mr. Estrada explained that a majority of these buses had recently been placed up for auction. Some have been sold and the rest will be scrapped. Mr. Estrada added that some of these are the buses that have been loaned to (SCAT) with the approval of the buyers.

The General Manager updated the Board on the status of the bids received by MTD for Third Party Administrator for Workers' Compensation. The bids are being reviewed and interviews are scheduled for the top bids received.

The General Manager closed by touching on the topic of unmet transit needs. The General Manager stated that MTD reviews all requests for added or changes to service, such as the one recently received by Harley Augustino of PUEBLO. Mr. Augustino had recently forwarded MTD a letter that he had addressed to Santa Barbara Association of Governments (SBCAG), in which he reported unmet transit needs for Lines 1 & 2 and a request for later running buses.

**16. OTHER BUSINESS AND COMMITTEE REPORTS**

Chair Britton and Director Fahnestock reported that the Finance Committee had met on February 28, 2005, to review the budget items on this agenda. Directors Moldaver and Fahnestock reported that the Personnel Committee had met on February 28, 2005, to discuss staff health insurance. Director Davis reported that he and the General Manager had met with Fred Lamont of the Housing Authority on February 23, 2005, to discuss Calle Real.

**17. RECESS TO CLOSED SESSION-CALLE REAL**

The Board did not meet in closed session pursuant to Government Code §54956.8, conference with real property negotiators regarding the MTD Calle Real Property, APN's Book 59, Page 14, Parcels 4, 5 & 6, and Book 67, Page 23, Parcel 6, concerning price and terms of payment; agency negotiators Doug Large and Bob Andrews; other negotiation parties: Housing Authority of County of Santa Barbara, Martin Farrell Homes, and Investec Capital, Inc.

**18. ADJOURNMENT**

After well wishes and thank you's to Mr. Moldaver from the Board members, the meeting adjourned at 8:14 PM.



## **MINUTES**

Meeting of the  
**BOARD OF DIRECTORS**  
of the  
**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**  
A Public Agency

**Friday, March 18, 2005**  
**8:30 AM**

**Santa Barbara MTD Auditorium**  
550 Olive Street, Santa Barbara, CA 93101

### **DIRECTORS PRESENT:**

John Britton, Chair, Olivia Rodriguez, Vice Chair, Brian Fahnestock, Secretary,  
David Davis, Director, Logan Green, Director

### **MTD EMPLOYEES PRESENT:**

Sherrie Fisher, General Manager, Tiara Lakey, Executive Assistant to the Board and General Manager, Jerry Estrada, Assistant General Manager/Controller, David Damiano, Manager of Transit Development and Community Relations, Nick Di Napoli, Graphic Design, Steve Maas, Manager of Strategic Planning and Compliance, Gary Johns, Manager of Operations

### **OTHERS PRESENT:**

Students and staff from Santa Barbara Work Training Program (including David Kremer, Esther Aguilera, Case Manager, Jessica Simon, Matt Mc Peters, Dawn Pickard, Jordan Thlick and Marc Winston), Matt Van Horn

### **1. CALL TO ORDER**

Chair Britton called the meeting to order at 8:30 AM.

### **2. ROLL CALL OF THE BOARD OF DIRECTORS**

Chair Britton noted that all members were present, with the exception of Director Green, who was expected to arrive at any moment. Director Green arrived at 8:34 AM (prior to item #6 of the agenda).

### **3. REPORT REGARDING POSTING OF AGENDA**

The General Manager reported that the agenda for this meeting was posted at the MTD administrative headquarters, on the MTD website and mailed to the media of general circulation. At this time the General Manager also noted that today's public comment portion of the meeting would be filmed by staff from Santa Barbara Work Training Program.



## **CONSENT CALENDAR**

### **4. APPROVAL OF PRIOR MINUTES**

Chair Britton announced that the minutes from the March 2, 2005, Board meeting would be presented at the next Board meeting.

### **5. CASH REPORT**

Director Davis moved to approve the cash report from February 22, 2005, through March 7, 2005. Vice Chair Rodriguez seconded the motion. Director Fahnestock asked about the payment to Santa Barbara Association of Governments (SBCAG). Jerry Estrada, Assistant GM/Controller responded that this was a pass through for the Clean Air Express, because we are their grantee. The motion passed unanimously.

## **THIS CONCLUDED THE CONSENT CALENDAR**

### **6. PUBLIC COMMENT**

Students and staff from Santa Barbara Work Training Program, David Kremer, Esther Aguilera, Case Manager, Jessica Simon, Matt McPetters, Dawn Pickard, Marc Winston and Jordan Thlick commented on changes that they would like to see made to the current MTD Disabled Bus Pass. They stated that they would like to see the term "Disabled" changed to another term. Ms. Simon also requested that more service be provided to the San Marcos High School route, when the school lets out. Ms. Simon stated that the buses are too crowded at that time of day. The Board thanked the speakers for bringing their comments forward and stated that they are in support of the concept of this change. The Board then requested that staff provide the Board with options for a possible name change, including the cost and timing associated with this type of a change.

## **INTERMISSION**

At 8:50 AM the Board took an intermission.

## **RETURN FROM INTERMISSION**

At 8:55 AM the Board returned from intermission.

### **7. RESOLUTION 05-1 TO FILE A CLAIM WITH THE SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS (SBCAG) FOR TRANSPORTATION DEVELOPMENT ACT (TDA) FUNDS FOR FISCAL YEAR 2005-2006**

The General Manager and Jerry Estrada, Assistant General Manager/Controller reviewed the resolution with the Board. Director Davis moved to approve Resolution 05-1 authorizing MTD staff to file a claim with SBCAG for allocation of TDA funds for fiscal year 2005-2006. Director Fahnestock seconded the motion. After some discussion, a roll call vote was taken and the resolution passed with 5 ayes.

### **8. RESOLUTION 05-2 IN THE MATTER OF AUTHORIZING THE PURCHASE OF 11, CLEAN-DIESEL BUSES FROM SANTA BARBARA BANK AND TRUST APPROVED ON MARCH 18, 2005**

The General Manager reviewed the resolution with the Board. Director Davis moved to approve Resolution 05-2 authorizing MTD staff to execute payment in full with Santa Barbara Bank & Trust for the purchase of 11, clean-diesel buses. Director Fahnestock seconded the motion. Roll call vote was taken and the resolution passed with 5 ayes.

**9. LIABILITY INSURANCE**

The General Manager reviewed staff recommendations for the renewal of MTD's liability insurance. Director Fahnestock moved to authorize the General Manager to renew liability insurance with a self-insured retention. Director Davis seconded the motion. The motion passed unanimously.

**10. HEALTH INSURANCE**

The General Manager reviewed staff recommendations for the renewal of MTD's staff health insurance for the following year, while continuing to seek a lower premium during that time. Vice Chair Rodriguez moved to authorize the General Manager to renew staff health insurance. Director Davis seconded the motion. The motion passed unanimously.

**11. GENERAL MANAGER REPORT**

The General Manager and David Damiano, Manager of Transit Development and Community Relations updated the Board on the Valley Express service and stated that since the launch on March 1, 2005, 63 passengers carried has been the daily average. The General Manager noted that on Wednesday, March 16, 2005, fare collection began and there has not been a significant drop in passengers. The General Manager shared a letter from Victoria Pointer, Mayor Pro Tem of the City of Buellton who had recently written her and stated how proud she is of MTD's accomplishments and congratulated MTD on the new service.

Mr. Estrada reported on the procurement relating to Calle Real and stated that staff is currently conducting reference checks on the proposals received. Mr. Estrada added that a recommendation to award a contract will be brought to the Board at the next meeting. Mr. Estrada also updated the Board on the status of the Student Pass Program with Brooks Institute of Photography and stated that a finalized agreement is in process and per the Board's instruction; it is similar to the My Ride Pass Program.

The General Manager reported that the Facilities Committee had recently met with Bob Westick, Manager of Easy Lift to discuss the possibility of Easy Lift moving their operations into a portion of MTD's headquarters at 550 Olive Street. During the Property Committee meeting it was agreed that MTD and Easy Lift's staff would need further research and discussion, before any recommendations would be brought before the Property Committee and Board.

The General Manger reported that Mr. Estrada and Steve Maas, Manager of Strategic Planning and Compliance had recently attended FTA's Triennial Review Workshop. Mr. Estrada and Mr. Maas reported that they found this workshop beneficial in their preparation of FTA's upcoming Triennial Review of MTD.

At this time Chair Britton read a letter out loud that he had received from Ginger Gherardi Executive Director, Ventura County Transportation Commission. In this letter Ms. Gherardi thanked MTD for assisting South Coast Area Transit (SCAT) with buses during the recent loss of their CNG line. Ms. Gherardi also wrote that SCAT was able to resume service for their passengers, with MTD's invaluable assistance.

The General Manager and the Board discussed possible dates to hold an annual Board Workshop. The Board agreed that April 15, 2005, was a good date for all of the Board members. Director Fahnestock then requested that the Board review the agenda for the workshop at the next Board meeting.

Director Fahnestock also expressed a continued interest in the topic of Commuter Rail and sought the Board's opinion of his possible discussions with local officials on this topic. The Board agreed and temporarily appointed Director Fahnestock to the MTD External Affairs Committee.

The General Manager reported that she, Mr. Damiano, and Mr. Maas had recently attended a meeting of the Downtown Parking Committee to review the interactions between MTD and the Committee. Subjects discussed included the partnership between MTD and the City for the Early Implementation of the Crosstown Shuttle (utilizing City parking funds), downtown Santa Barbara Superstops, and various planning tasks performed by MTD.

**12. OTHER BUSINESS AND COMMITTEE REPORTS**

The Facilities Committee met on March 8, 2005, to discuss Easy Lift (as described above in the General Manager's report).

**13. RECESS TO CLOSED SESSION-CLAIM REVIEW (MARYLINA MOBLEY)**

The Board met in closed session pursuant to Government Code §54956.9, conference with legal counsel (Anticipated Litigation) to discuss significant exposure of litigation between: Marylina Mobley (Claimant) vs. MTD (Agency). No action was taken.

**14. ADJOURNMENT**

The meeting adjourned at 10:49 AM.

**Santa Barbara Metropolitan Transit District**  
**Cash Report**  
**Board Meeting of March 29, 2005**  
**For the Period March 8, 2005 through March 21, 2005**

**MONEY MARKET**

**Beginning Balance March 8, 2005** **\$3,396,691.09**

Accounts Receivable	205,910.61	
SBCC Fares	181,308.75	
Passenger Fares	144,931.88	
Miscellaneous	4,375.00	
Interest Income	2,369.60	
Advertising & Prepaid	840.00	
<b>Total Deposits</b>		<b>539,735.84</b>

ACH Pensions Transfer	(10,023.17)	
Workers Comp Trf Feb 05	(52,484.72)	
ACH Tax Deposit	(92,319.50)	
Payroll Transfer	(211,709.40)	
Operations Transfer	(293,398.65)	
<b>Total Disbursements</b>		<b>(659,935.44)</b>

**Ending Balance** **\$3,276,491.49**

**Total Cash and Investments as of March 21, 2005:** **\$3,276,491.49**

**COMPOSITION OF CASH BALANCE**

Working Capital	1,894,492.20	
WC / Liability Reserves	1,381,999.29	
<b>Total Cash Balance</b>		<b>\$3,276,491.49</b>

## Santa Barbara Metropolitan Transit District Accounts Payable

Check	Date	Company	Description	Amount	Voids
80417	3/10/2005	AT&T	TELEPHONES	1,629.69	
80418	3/10/2005	ASBURY ENVIRONMENTAL	WASTE OIL RECYCLER	45.00	
80419	3/10/2005	ASPEN PUBLISHERS, INC.	SUBSCRIPTION	99.61	
80420	3/10/2005	BP WEST COAST PRODUCTS LLC.	FUEL	26,926.00	
80421	3/10/2005	BRAKE SYSTEMS INCORPORATED	BUS PARTS	420.84	
80422	3/10/2005	BRITTON, JOHN	DIRECTOR FEES	180.00	
80423	3/10/2005	BFI (BROWNING-FERRIS IND)	WASTE DISPOSAL	34.00	
80424	3/10/2005	CARL WARREN & CO.	PROFESSIONAL SERVICES	180.13	
80425	3/10/2005	CAR PARTS OF SANTA BARBARA	BUS PARTS & SUPPLIES	178.64	
80426	3/10/2005	CCH TAX & ACCOUNTING	ACCOUNTING HANDBOOK	20.00	
80427	3/10/2005	CERTIFIED ENVIRONMENTAL	PROFESSIONAL SERVICES	8,004.78	
80428	3/10/2005	CENTRAL COAST CIRCULATION,	BUS BOOK DISTRIBUTION	383.25	
80429	3/10/2005	COAST CLUTCH & BRAKE	BUS PARTS	160.20	
80430	3/10/2005	COMMUNITY RADIO, INC.	GIB. SITE RENTAL	198.13	
80431	3/10/2005	CORPORATE EXPRESS INC.	OFFICE SUPPLIES	342.16	
80432	3/10/2005	CONTRA COSTA	PR RELATED	435.00	
80433	3/10/2005	COAST TRUCK PARTS, INC.	BUS PARTS	12,578.04	
80434	3/10/2005	COX COMMUNICATIONS	INTERNET & CABLE TV	274.70	
80435	3/10/2005	CUMULUS BROADCASTING	MEDIA AD	500.00	
80436	3/10/2005	CUSTOM MEDIA	MEDIA AD	1,188.00	
80437	3/10/2005	DEPARTMENT OF CHILD SUPPORT	PR RELATED	599.54	
80438	3/10/2005	BP DAVIS MANAGEMENT SRVC.	CONTRACT LABOR	1,831.25	
80439	3/10/2005	DAVIS JR., DAVID D.	DIRECTOR FEES	180.00	
80440	3/10/2005	DEAILE, MARY	PR RELATED	106.15	
80441	3/10/2005	DISTRICT ATTORNEY-S.B.	PR RELATED	1,305.32	
80442	3/10/2005	DOCUPRODUCTS CORPORATION	COPIES	530.52	
80443	3/10/2005	DOWNTOWN ORGANIZATION, INC.	TC MAINTENANCE/DUES	1,315.00	
80444	3/10/2005	DHL EXPRESS (USA) INC.	FREIGHT CHARGES	106.55	
80445	3/10/2005	EASY LIFT TRANSPORTATION, INC.	ADA SUBSIDY	28,972.42	
80446	3/10/2005	ELECTRIC SWITCHES INC.	BUS PARTS	119.06	
80447	3/10/2005	EMBASSY SUITES HOTEL - LAX -	WEBSITE TRAINING	578.23	V
80448	3/10/2005	EMPLOYMENT DEVELOPMENT	PR RELATED	100.00	
80449	3/10/2005	ESTRADA, JERRY	REIMBURSEMENT	268.00	
80450	3/10/2005	FAHNESTOCK, BRIAN	DIRECTOR FEES	180.00	
80451	3/10/2005	FLEMING & ASSOCIATES	WORKERS COMP ADMINISTRATION	1,750.00	
80452	3/10/2005	STATE OF CALIFORNIA	PR RELATED	430.15	
80453	3/10/2005	GIBBS INTERNATIONAL TRUCKS	BUS PARTS/SUPPLIES	1,594.40	

Check	Date	Company	Description	Amount	Voids
80454	3/10/2005	GILLIG CORPORATION	BUS PARTS	2,028.70	
80455	3/10/2005	GRAINGER, INC.	B&G/SHOP SUPPLIES	297.42	
80456	3/10/2005	HOWIE ENTERPRISES	BUS PARTS	350.00	
80457	3/10/2005	INTERLAND, INC.	WEBSITE HOST	50.00	
80458	3/10/2005	UNITED STATES TREASURY	PR RELATED	225.00	
80459	3/10/2005	JOSEPH R. SMITH & ASSOCIATES	OFFICE SUPPLIES	306.57	
80460	3/10/2005	J n L GLASS INC.	REPLACE BUS WINDOWS	195.00	
80461	3/10/2005	JOHNS, GARY	REIMBURSEMENT	177.78	
80462	3/10/2005	KLIPPEL TOOL REPAIR DBA	BUS PARTS	52.03	
80463	3/10/2005	KNIGHT BROADCASTING	RADIO ADS	450.00	
80464	3/10/2005	KSBY-TV DBA	MEDIA AD	862.00	
80465	3/10/2005	LEADERSHIP SANTA BARBARA	APPLICATION FEE	400.00	
80466	3/10/2005	MAAS, STEVE	REIMBURSEMENT	348.00	
80467	3/10/2005	MC CORMIX CORP. (OIL)	LUBRICANTS	2,286.84	
80468	3/10/2005	MIKE CUEVAS GARDENING	LANDSCAPE MAINTENANCE SERVICE	422.00	
80469	3/10/2005	MGB INDUSTRIAL SUPPLY	BUS & SHOP SUPPLIES	365.59	
80470	3/10/2005	MISSION LINEN SUPPLY	UNIFORM & LINEN SERVICE	2,337.80	
80471	3/10/2005	MOUNTAIN SPRING WATER	SHOP & OFFICE SUPPLIES	845.95	
80472	3/10/2005	MOLDAVER, LEE	DIRECTOR FEES	180.00	
80473	3/10/2005	MUZICRAFT	TC CONTRACT MAINTENANCE	35.00	
80474	3/10/2005	NATIONAL AUTO BODY & PAINT	BUS REPAIRS	399.91	
80475	3/10/2005	NATIONAL INTERSTATE INS. CO.	LIABILITY INSURANCE	364.00	
80476	3/10/2005	NEWARK ELECTRONICS	BUS PARTS	239.74	
80478	3/10/2005	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	7,496.47	
80479	3/10/2005	OHIO CHILD SUPPORT PAYMENT	PR RELATED	126.85	
80480	3/10/2005	ONE SOURCE IMAGING	PRINT COPIES	346.69	
80481	3/10/2005	OTTIERI, ANN BRADY	PR RELATED	576.92	
80482	3/10/2005	PASO ROBLES TRUCK CENTER	BUS PARTS	290.33	
80483	3/10/2005	PETTY CASH- LAKEY, TIARA	MISC. PURCHASES	476.10	
80484	3/10/2005	PB- RESERVE ACCOUNT	PREPAID POSTAGE	1,000.00	
80485	3/10/2005	POINDEXTER, CAREY	REFUND - HEALTH INSURANCE	320.00	
80486	3/10/2005	POWER MACHINERY CENTER, INC.	BUS SUPPLIES	125.47	
80487	3/10/2005	PRAXAIR DISTRIBUTION, INC.	SHOP SUPPLIES	414.84	
80488	3/10/2005	ROGERS & SHEFFIELD ATTORNEYS	LEGAL COUNSEL	4,569.00	
80489	3/10/2005	RODRIGUEZ, OLIVIA	DIRECTOR FEES	60.00	
80490	3/10/2005	ROCHA, SUZANNE	PR RELATED	406.08	
80491	3/10/2005	SAN BERNARDINO COUNTY	PR RELATED	395.54	
80492	3/10/2005	SANTA BARBARA BANK & TRUST	PR DEDUCTION	110.33	
80493	3/10/2005	SB COUNTY FEDERAL CREDIT	PR DEDUCTION	1,798.00	
80494	3/10/2005	SB HISPANIC CHAMBER OF	MEMBERSHIP	200.00	

Check	Date	Company	Description	Amount	Voids
80495	3/10/2005	SB LOCKSMITHS, INC.	KEY COPIES	84.05	
80496	3/10/2005	S B INDUSTRIAL MEDICAL GROUP	MEDICAL EXAMS	2,073.70	
80497	3/10/2005	SANTA YNEZ VALLEY NEWS	MEDIA AD	120.00	
80498	3/10/2005	SIGN EXPRESS	INTERIOR BUS SIGNS	2,349.38	
80499	3/10/2005	SM TIRE, CORP.	BUS PARTS & TIRE MOUNTING	1,928.04	
80500	3/10/2005	SNAP-ON TOOLS	SHOP SUPPLIES	182.90	
80501	3/10/2005	SO. CAL. EDISON CO.	UTILITIES	4,749.18	
80502	3/10/2005	SOUTHERN CALIFORNIA GAS	UTILITIES	56.68	
80503	3/10/2005	SB CITY OF-REFUSE/WATER	UTILITIES	1,084.01	
80504	3/10/2005	T.F. HUDGINS, INC.	BUS PARTS	258.85	
80505	3/10/2005	TUMBLESON, PAUL	REIMBURSEMENT	131.96	
80506	3/10/2005	TELCOM, INC.	RADIO INSTALLATION & SERVS.	3,485.21	
80507	3/10/2005	TEAMSTERS MISC. SECURITY	UNION MEDICAL/DENTAL	64,226.72	
80508	3/10/2005	TRAPEZE SOFTWARE GROUP, INC.	SOFTWARE	11,760.00	
80509	3/10/2005	UNIFORM CONNECTION INC.	UNIFORMS	1,158.54	
80510	3/10/2005	VALLEY POWER SYSTEMS, INC.	BUS PARTS	408.37	
80511	3/10/2005	VERIZON WIRELESS	WIRELESS PHONES	645.34	
80512	3/10/2005	TEAMSTERS UNION LOCAL NO. 186	UNION DUES	93.06	
80513	3/18/2005	EMBASSY SUITES HOTEL - LAX -	WEBSITE TRAINING	250.91	
80514	3/18/2005	CONTRA COSTA	PR RELATED	435.00	
80515	3/18/2005	DEPARTMENT OF CHILD SUPPORT	PR RELATED	599.54	
80516	3/18/2005	DEAILE, MARY	PR RELATED	106.15	
80517	3/18/2005	DISTRICT ATTORNEY-S.B.	PR RELATED	1,411.26	
80518	3/18/2005	EMPLOYMENT DEVELOPMENT	PR RELATED	100.00	
80519	3/18/2005	STATE OF CALIFORNIA	PR RELATED	431.80	
80520	3/18/2005	UNITED STATES TREASURY	PR RELATED	225.00	
80521	3/18/2005	MANKER, DEVRIN	TOOL ALLOWANCE	900.00	
80522	3/18/2005	OHIO CHILD SUPPORT PAYMENT	PR RELATED	126.85	
80523	3/18/2005	OTTIERI, ANN BRADY	PR RELATED	576.92	
80524	3/18/2005	ROCHA, SUZANNE	PR RELATED	406.08	
80525	3/18/2005	SAN BERNARDINO COUNTY	PR RELATED	395.54	
80526	3/18/2005	SANTA BARBARA BANK & TRUST	PR DEDUCTION	115.33	
80527	3/18/2005	SB COUNTY FEDERAL CREDIT	PR DEDUCTION	1,798.00	
80528	3/18/2005	TEAMSTERS PENSION TRUST	UNION PENSION	57,878.89	
80529	3/18/2005	UNITED WAY OF SB	PR DEDUCTION	625.54	
80530	3/18/2005	TEAMSTERS UNION LOCAL NO. 186	UNION DUES	7,060.37	
80531	3/18/2005	YACO SCHOLARSHIP FUND	PR DEDUCTION	61.00	

Check	Date	Company	Description	Amount	Voids
				<b>293,976.88</b>	
			Current Cash Report Voided Checks:	578.23	
			Prior Cash Report Voided Checks:	0.00	
			Grand Total:	<b>\$293,398.65</b>	



## Santa Barbara Metropolitan Transit District Cash Receipts of Accounts

<b>Date</b>	<b>Company</b>	<b>Description</b>	<b>Amount</b>
3/6/2005	Cottage Hospital	Passes/Token Sales	112.50
3/8/2005	City of SB - Commuter Lot	Commuter Lot Shuttle - March 2005	14,038.00
3/8/2005	City of SB - Downtown WF/Wharf	Dwntwn. Wtrfrnt. Shuttle - February 2005	79,586.51
3/8/2005	City of SB - Passes/Tokens	Passes/Token Sales	4,000.00
3/8/2005	City of SB - Passes/Tokens	Passes/Token Sales	4,000.00
3/8/2005	Godzilla Graphics	Advertising on Buses	1,738.25
3/8/2005	Grisham, Jill	Health Insurance - Cobra	250.00
3/9/2005	Borrayo, Manuel & Ruth	Health Insurance - Retiree	100.00
3/9/2005	Eleanore Zeluck	Health Insurance - Cobra	219.71
3/11/2005	SBCC - Contract Fares	Contract Fares - February 2005	60,436.25
3/14/2005	Clear Channel Santa Barbara	Advertising on Buses	6,000.00
3/15/2005	City of SB - Downtown Parking	My Ride Program	25,000.00
3/15/2005	City of SB - Passes/Tokens	Passes/Token Sales	4,562.50
3/15/2005	County of Santa Barbara	Passes/Token Sales	2,000.00
3/17/2005	UCSB - Parking Services	Passes/Token Sales	3,766.00
3/21/2005	Grisham, Jill	Health Insurance - Cobra	100.89
<b>Total Accounts Receivable Paid During Period</b>			<b>\$205,910.61</b>

# BOARD OF DIRECTORS REPORT

**AGENDA DATE:** March 29, 2005

**AGENDA ITEM #:** 7

**DEPARTMENT:** Marketing

**TYPE:** INFORMATIONAL

**PREPARED BY:** Sarah Glover

\_\_\_\_\_  
*Signature*

**REVIEWED BY:** GENERAL MANAGER

\_\_\_\_\_  
*GM Signature*

**SUBJECT:** Passes for persons with disabilities

**RECOMMENDATION:**

Staff recommends as follows.

**DISCUSSION:**

ITEM	COST	TIME FRAME	CHANGE YES/NO
Schedule Guide	No additional cost	August 2005	Yes
Bus Riding Guide for Seniors and Persons with Disabilities	\$2900	End of 2005	Yes, slated for update last printed in 2001
Bus Passes, 10-Ride & 30-Day	\$2000	Spring 2006	Yes
Fare Box Stickers	\$330	6 Months	Yes
Priority Seating Signs	\$520	6 Months	No, due to legal reasons
Interior Fare Signs	\$300	6 Months	Yes
Web Site	No additional cost	6 Months	Yes

Listed are all MTD locations where the words "disabled" or "persons with disabilities" are printed. Included are estimated costs of replacement.

**CONCLUSION:**

Santa Barbara Metropolitan Transit District will be speaking with members of the community who have interest in these issues and may be affected by changes within our system. The Work Training Program, Work Incorporated and the Alpha School are a few examples of the community groups to speak with. MTD would also like to hold a contest with entries from the groups mentioned above to name this new pass. We look forward to finding a solution that can be embraced by everyone in the community.

## BOARD OF DIRECTORS REPORT

**AGENDA DATE:** MARCH 29, 2005

**AGENDA ITEM #:** 8

**TYPE:** ACTION

**PREPARED BY:** JERRY ESTRADA

\_\_\_\_\_  
*Signature*

**REVIEWED BY:** GENERAL MANAGER

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*GM Signature*

**SUBJECT: REQUEST FOR PROPOSALS 05-01 (DISPOSAL OF  
HAZARDOUS AND NON-HAZARDOUS WASTE) –  
CONTRACT RECOMMENDATION**

### **DISCUSSION:**

In January of 2005, MTD issued a Request for Proposals (RFP) 05-01 for the disposal of hazardous and non-hazardous waste. MTD has conducted the procurement in a manner consistent with its procurement policies. Attached is a staff recommendation to MTD's General Manager describing the process and documenting the selection process.

### **RECOMMENDATION:**

Staff recommends that the Board authorize the General Manager to enter into an agreement with Onyx Environmental Services for the project specified in MTD's RFP 05-01.

To: Sherrie Fisher, General Manager  
From: Jerry Estrada, Assistant General Manager/Controller  
Date: March 22, 2005  
Subject: Disposal of Hazardous and Non-Hazardous Soil Contract Award  
Recommendation

Based upon a review of the bids received for the Disposal of Hazardous and Non-Hazardous Waste, the selection committee recommends awarding a contract to Onyx Environmental Services. (Onyx) for the disposition of hazardous and non-hazardous waste. Onyx was found responsive and responsible.

### **Project Description**

Onyx shall provide for the disposal of all hazardous and non-hazardous wastes as defined in Santa Barbara Metropolitan Transit District's (MTD) RFP 05-01. Services shall include all activities and documentation required to dispose of the hazardous and non-hazardous waste from the location defined in MTD's RFP 05-01.

### **Proposals**

A public notice requesting proposals was issued in the Santa Barbara News-Press in January. At that time, the Request for Proposals (RFP) package was mailed to six companies. A pre-bid conference was held on January 19th. Black Gold Industries, Romic Environmental and Onyx Environmental Services were the only bidders represented; this was not a mandatory meeting. The pre-bid meeting included a site visit. Potential bidders were instructed to submit all questions in writing by the deadline for all "Offeror Communications and Requests".

Two addendums were issued prior to the proposal due date. The first resulted in a slight extension of "Offeror Communications and Requests". This was necessitated by the closure of the 101 freeway south of Santa Barbara which limited staff's availability. The second addendum dealt primarily with the Santa Barbara County Air Pollution Control District's (APCD) notification that MTD's request for exemption would be denied and a formal APCD permit/process would be required.

MTD responded to all questions submitted by potential bidders in a timely fashion. On February 2, two proposals were received by MTD. The company's that submitted proposals were Black Gold Industries and Onyx Environmental Services.

### **Final Analysis**

Both proposals were technically sufficient and staff felt that both proposals could be considered responsive and responsible. However, clarification and additional credit and bank references would be required prior to recommendation. While both proposals were deemed satisfactory Onyx Environmental's response was preferred due to the thorough technical response and a lower bid price.

The selection committee evaluated each proposal based on the following criteria: unacceptable exceptions, conditions, reservations and understandings as well as scope of work and proposed price. The factors that swayed the selection committee in favor of Onyx Environmental Services were their experience and proven track record in completing similar projects on time and within budget as well as their price. The committee discussed the benefits and drawbacks of each proposal independently. As a result, based on quality of proposal, presentation and cost, the committee selected Onyx Environmental Services.

The costs of each proposal are as follows:

<b>Pricing - Black Gold Industries</b>			
Requirements:	Amount (per Ton)		
			Recurring Costs:
Non-Hazardous Soils	72.40		None
Hazardous Soils	97.47		
			Notes:
			None
Mid-Day Suspension:			
Heavy Equip/Operator			
Proj Mgmt./Labor			
Equip Rental			
Total Exp.	4,000.00		
Prior-Day Suspension:	None		
<b>Pricing - Onyx Environmental</b>			
Requirements:	Amount (per Ton)		
			Recurring Costs:
Non-Hazardous Soils	48.00		None
Hazardous Soils	78.00		
			Notes:
			Services agreement
Mid-Day Suspension:	No Charge		
Prior-Day Suspension:			
All Labor	1,000.00		
All Equipment	Included		
All Trucks & Supplies	1,000.00		

## Responsiveness & Responsibility

As required, verification of the bidder's responsiveness and responsibility was performed. A responsiveness check indicated that Onyx Environmental Services properly completed and signed all requested materials. Verification of Onyx Environmental Services responsibility, the financial and technical capacity to undertake the project, was also carried out. Credit references indicate that Onyx Environmental

Services is financially healthy. However, additional verification will be conducted prior to execution of an agreement.

### **Contract**

Assuming General Manager and Board approval of the contract award, the contract binding all relevant documents will be created and executed between MTD and Onyx Environmental Services. However, before final award the following are items MTD staff intends to negotiate into the final contract:

1. Extend bid price from 90 days to 180 days.
2. Address requested contract changes relating to Title and Risk as well as Indemnification.

If this recommendation meets with your approval, I will begin negotiating with Onyx Environmental Services and complete a final draft contract for your review.

## BOARD OF DIRECTORS REPORT

**AGENDA DATE:** March 29, 2005

**AGENDA ITEM #:** 9

**DEPARTMENT:** Strategic Planning & Compliance **TYPE:** Action

**PREPARED BY:** Steve Maas

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*Signature*

**REVIEWED BY:** General Manager

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*GM Signature*

**SUBJECT:** Request for Qualifications (RFQ) entitled Workers' Compensation Claims Administration Services -- Contract Recommendation

### RECOMMENDATION:

Staff recommends that the Board authorize the General Manager to enter into an agreement with Workers' Compensation Administrators, LLC (WCA) for Workers' Compensation Claims Administration Services.

### DISCUSSION:

MTD issued a Request for Qualifications (RFQ) in January 2005 for Workers' Compensation Claims Administration Services. MTD has conducted the procurement in a manner consistent with its procurement policies. Attached is a staff recommendation to MTD's General Manager describing the process and documenting the selection process.

TO: Sherrie Fisher, General Manager  
FROM: Steve Maas  
DATE: March 22, 2005  
SUBJECT: Award Recommendation for Workers' Compensation Claims  
Administration Services

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The Santa Barbara Metropolitan Transit District (MTD) released a Request for Qualifications (RFQ) entitled " Workers' Compensation Claims Administration Services" in January 2005. Based on a review of the proposals received for Workers' Compensation Claims Administration Services, the selection committee recommends awarding a contract to Workers' Compensation Administrators, LLC (WCA). The WCA proposal was found to be responsive and responsible.

### **Project Description**

WCA shall serve as a third party administrator (TPA) for administration of MTD's self-insured workers' compensation program. MTD's risk management staff will coordinate all aspects of the workers' compensation program with WCA. This includes: reporting of injuries; employee contact; providing lost time and salary information; training for managers, supervisors, and employees; early return to work programs; claimant service evaluations; and maintenance of the MTD's medical, exposure, and workers' compensation claims files.

### **Proposals**

A public notice requesting proposals was printed in the Santa Barbara News-Press in January 2005. Following the public notice, the RFQ was e-mailed to 20 firms. Representatives of eight firms attended a non-mandatory pre-bid conference held at MTD on January 27, 2005. Additional questions were submitted to MTD via e-mail or telephone. MTD responded to all questions in a timely fashion, and issued an Addendum & Clarifications on February 7, 2005. MTD received 10 proposals by the due date of February 14, 2005. One of the 10 proposals did not include requested information, and was found to be non-responsive. The non-responsive proposal did not receive further consideration.

The selection committee selected responsive proposals submitted by three firms to advance to the competitive range. The firms selected were WCA, ACME Administrators (ACME), and Acclamation Insurance Management Service (AIMS). Members of the selection committee interviewed representatives of the three firms and conducted a cost analysis of the proposals submitted by the firms.

The results of the cost analysis of the base cost of the proposals submitted by the three firms are shown below. As is shown, WCA and ACME both proposed one-time costs. These costs were for taking over administration of existing claims in the case of WCA, and for data conversion in the case of ACME.



Although AIMS did not propose either of these one-time costs, the total base cost of the AIMS proposal is the highest of the three.

Firm	Annual Cost			One-time Costs	
	Year 1	Year 2	Year 3	Existing Claims	Data Conversion
<b>WCA (Recommended)</b>	<b>\$33,000</b>	<b>\$34,155</b>	<b>\$35,350</b>	<b>\$3,500</b>	<b>\$0</b>
ACME	\$35,500	\$36,920	\$38,396	\$0	\$7,000
AIMS	\$57,000	\$59,000	\$61,650	\$0	\$0

In addition to the base cost, MTD requested that proposals include information on the cost of bill review and utilization review. These costs are associated with workers' compensation claims administration, but are not necessarily provided by the Third Party Administrator. WCA and ACME both agreed to allow MTD flexibility in selecting the firms to provide these services. AIMS proposed the firm's "sister" organization, Allied Managed Care, Inc., for these services. The costs for these services as proposed by AIMS are higher than the costs that MTD expects to incur when given flexibility in selecting the providers of these services.

Following the cost analysis of both the base cost and the cost of associated services, AIMS was eliminated from further consideration.

### **Responsiveness & Responsibility**

MTD staff verified the responsiveness and responsibility of WCA and ACME, the two firms remaining in consideration. The selection committee checked references submitted by the two firms. Both firms received excellent references from current and former clients. Both received praise for responsiveness, attention to detail, knowledge of the industry, and experience. WCA is located in Santa Maria, California, and has been in business since July 1, 1991. ACME is located in Temecula, California, and has been in business since March 1, 2004.

Based on the overall cost-benefit advantages, and on the firm's established record of consistent professional service and reputation within the industry, staff recommends the selection of WCA as the Third Party Administrator (TPA) for MTD's self-insured workers' compensation program.

### **Contract**

Following General Manager and Board approval of the staff recommendation, staff will negotiate with WCA and complete a final draft contract for review. Following approval of the final draft, the contract between MTD and WCA will be executed.

Cc: Gary Johns, Manager of Operations  
Jerry Estrada, Controller

To: Chair Britton  
Members of the Board of Directors  
From: Sherrie Fisher, General Manager  
Date: 03/25/05  
Subject: Administrative Update

**Pass programs** are close to implementation for UCSB staff and faculty and students at the Brooks facility on lower State Street. Other employers who currently assist with payment of fares include Raytheon, Cottage Hospital and the City of Santa Barbara. SBCC employees have opened dialogue with us regarding alternate solutions to parking problems.

Congratulations to (Operations Supervisor) Carl Flores (3-13-05), (drivers) Frank Reynoso (3-17-05), Jack Graham (3-17-05) and Kathy Barragan (4-7-05). Each of these employees has **thirty years** of service to the community through MTD.

The annual report Drug and Alcohol testing MIS Data Collection form regarding abuse of **drugs and alcohol** has been forwarded to the Federal Transit Administration. All of the drug and alcohol tests of MTD employees (random, post accident, for cause, return to duty after leave of absence) were negative.

Barbara Sisson, FTA Deputy Director, Research visited MTD on March 15<sup>th</sup>. She was clearly impressed with the **electric vehicle project** including the Downtown Waterfront Electric, Cross-town, Seaside Shuttle services and plans to include electric vehicle service in Isla Vista and on UCSB campus.

The **Valley Express routes continue to thrive**. A passenger survey was conducted during the second week of service resulting in written comments including: "It's great!" "Don't give up." "Coffee on Friday!" "Excellent service and friendly drivers!" "Love it!" "Very pleased." "Get more riders!" 2 comments on "Service to Lompoc." "Serve Lompoc, SM, Ventura. Charge riders less. Like Chris Cota." "The bus is very comfy and relaxing!" and so on. Suggestions were also made regarding earlier afternoon service.

Riders on the Valley Express asked to be able to **buy passes from the drivers**. We accommodated that request this week through coordination between the Accounting and Operations departments. The system allows a passenger to give the driver a check in the a.m. and receive back a 10-ride or 30-day pass in the p.m. In addition, Marketing is working on finding a Solvang or Buellton outlet that will allow pass purchase by cash and/or credit card.

Director Fahnestock joined staff at a meeting with **Supervisor Firestone** and his assistant Kris Fisher-Miller orienting them to MTD service. Among other items, we discussed upcoming electric vehicle service in Isla Vista and bus stops in that community.

The board packets contain **recommendations** to enter an agreement for a new **workers' compensation Third Party Administration (TPA) claims service** and an agreement for removing the problem soil from the Calle Real site. In each case, an extensive RFP/RFQ process led to the recommendation.

At last night's City of Santa Barbara Transportation and Circulation Committee meeting, David Damiano and I presented updates on the Valley Express (very well received by the group). The committee was also updated on the Transit Village concept by David Damiano and Jason Haber, City staff.